

LOUISIANA TRANSPORTATION RESEARCH CENTER

PROPOSAL REVIEW FORM

PROBLEM STATEMENT NO.

TITLE:

SUBMITTED BY: NAME

UNIVERSITY

Please rate each proposal individually and provide your assessment of rating points for each category A-E. Total the rating points in item F.	POINT RATING
A. OBJECTIVE AND APPROACH OF THE WORK (20 pts) 1. Proposal reflects conceptual understanding of problem (10 max) 2. Are the objectives and approach proposed (10 max) a. clear and easy to understand? b. likely to produce the deliverables required?	
B. PROCEDURE (20 pts.) 1. Is the overall procedure or methodology (10 max) a. adequately described? b. appropriate to the study? 2. Are the experimental methods and/or data analysis techniques (10 max) a. adequately described? b. appropriate to the study?	
C. BUDGET AND TIME SCHEDULE (15 pts) 1. Is budget within requirements? (5 max) 2. Is the budget reasonable for scope, personnel, and travel necessary to accomplish study requirements? (10 max)	
D. PERSONNEL (35 pts) 1. What is your evaluation of the qualifications, experience and management ability of the principal investigator and support staff relative to their specific assignments? (25 max) 2. Is the apportionment of personnel level (time allocated) to accomplish specific tasks appropriate and realistic? (10 max)	
E. FACILITIES AND EQUIPMENT (10 pts) 1. In your estimation, are available facilities and equipment listed adequate to accomplish study requirements? (5 max) 2. Is need for purchase of equipment listed adequately documented and justified? (5 max)	
F. OVERALL POINT TOTAL	
G. IS PROPOSAL ACCEPTABLE <input type="checkbox"/> YES <input type="checkbox"/> NO	
H. COMMENTS Your comments below will be helpful to assist LTRC in making final decisions. Attached continuation sheets for additional comments, if necessary. (List improvements needed or deficiencies in proposal.)	
INDIVIDUAL RATING PROPOSAL	

